

STATE OF HAWAII REQUEST FOR RESTRICTIVE SPECIFICATIONS

TO: Chief Procurement Officer

FROM: _____
(Department/Division/Agency)

Pursuant to § 3-122-13(b)(3), HAR, the Department requests approval to purchase the following commodity using restrictive (brand name) specifications in the Invitation for Bid (IFB) or Request for Proposal (RFP):

Description of Item/Product (Brand/Manufacturer Name, Model No./Product No., etc.):

The department hereby makes the determination that only the above specified item will satisfy its needs and it is not practicable to use a less restrictive specifications:

(1) The above specified item has the following unique features, characteristics, or capabilities:

(2) The unique features, characteristics, or capabilities are essential for the department to accomplish its work for the following reason(s):

(3) The following other commodities were investigated but do not meet our needs because:

(4) The following are possible sources for the commodity requested:

Direct questions to _____

Phone: _____

***I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TO THE BEST OF MY
KNOWLEDGE, TRUE AND CORRECT, AND THAT THE COMMODITY IS
AVAILABLE THROUGH MORE THAN ONE SOURCE.***

Department Head or Designee

Date

Title (If other than Department Head)

Chief Procurement Officer's comments:

Please ensure adherence to applicable administrative and statutory requirements.

☐ APPROVED ☐ DISAPPROVED

Chief Procurement Officer

Date